

**CENTRAL DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
707 N. ARMSTRONG PL, BOISE  
MARCH 16, 2007**

**BOARD MEMBERS PRESENT:**

Steven F. Scanlin, JD, Chair  
Mary Egusquiza, Vice Chair  
Phil Davis

Dr. Jane Young, DNP  
Betty Ann Nettleton, Trustee

Commissioner Fred Lawson  
Dr. Ted Epperly, MD

**GUEST:**

Heather Wheeler

**STAFF:**

Russell A. Duke, Director/Board Secretary  
Margaret Ross

Cindy Trail  
Rob Howarth

Meghan Muguira  
Donna Mahan

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**CALL BOARD MEETING TO ORDER – Steve Scanlin**

Steve Scanlin, Chair called the Board of Health meeting to order at 12:45 p.m.

**ACTION ON MINUTES ON FEBRUARY 2, 2007 – Steve Scanlin**

Chairman Steve Scanlin asked for a motion to approve the February 2, 2007, Board of Health minutes as presented.

**Motion:** Phil Davis moved to approve the February 2, 2007, Board of Health minutes as presented; Betty Ann Nettleton seconded; no further discussion; all in favor; motion carried.

**FINANCIAL REPORT – Meghan Muguira**

July through February Budget to Actual

The "Budget to Actual" report for July through February was reviewed. For Revenue, fees are currently at 68% (\$1,629,841) with contracts currently at 62% collected. Other revenues are on track.

For Expenditures, personnel costs are at 64% with a 1.8% salary savings (\$134,600). In operating costs, our current operating costs are 56% spent. Central Kitchen, Culinary Walk-about, HRSA funding, and some building projects are expected to be spent during the remaining four months. Overall, we are doing very well and in good standing.

## **TRUSTEE REPORT – Betty Ann Nettleton**

During the legislative session this year, the Food Protection Program, District Health Board Composition, and District Health Board Compensation proposals passed and went to the governor for his signature. A special thanks to Commissioner Fred Lawson for testifying on behalf of the food bill and to Betty Ann Nettleton for her work and participation in Trustee conference calls during the session.

## **DIRECTOR'S REPORT - Russell Duke**

### Board of Health Meeting

Our Budget Hearing/Board of Health meeting will be held at our Mountain Home office on Friday, May 11, 2007. On August 24, our Board of Health meeting will be from 9:00 a.m. to 11:00 a.m. due to our All-Staff meeting, which will begin at 10:30 a.m. at the Marriott Courtyard Hotel on Eagle Road. On October 19, we will have our Board of Health meeting at our McCall office.

### Idaho Association of Boards of Health (IAB)

This year's meeting will be held in Sun Valley from May 30 through June 1, 2007. Registrations for IAB were provided to all board members and need to be returned to Donna Mahan.

In 2008, Central District Health Department will be hosting the IAB meeting. We need to consider a date and location for this event. Currently, we are considering the week before Memorial week-end and possible locations – Boise, Tamarack, Ashley Inn, Whitetail, or Holiday Inn Express Hunt Lodge.

### Legislation/Resolutions

We discussed possible resolutions to be presented at IAB in May, which are as follows:

- Licensure of child care programs: The primary issue is the number of children that triggers licensure. We focused on six children to be the threshold. Funding needs to be adequate to cover the public health district's cost. Surprise inspections need to occur no later than 8 to 16 months from last inspection.
- Trans fat: Possibly having restaurants note in their menus items that contain non-trans fat to further educate the public on trans fats.

### Additional Discussion

The Board discussed the possibility of mandating flu shots each year for all staff. Russell Duke will provide a copy of our current Immunization policy to the Board. Discussion took place regarding programs that may be affected if Senate Bill 1157 passes which would deny certain medical services to individuals that are unable to prove they are citizens of the United States.

## **STRATEGIC PLANNING - Russell Duke**

After reviewing the Draft Strategic Vision with the management team, program managers have begun developing strategies and outcome measures for each of the priority areas. Also, we have established a Well-Being Committee that will focus on improving the well-being of our organization as a result of these discussions.

With no further discussion, Chairman Steve Scanlin asked for a motion to adopt the Draft Strategic Vision as presented.

**Motion:** Dr. Ted Epperly moved to adopt the Draft Strategic Vision as presented; Dr. Jane Young seconded; no further discussion; all in favor; motion carried.

**ADJOURN** – Steve Scanlin

Chairman Steve Scanlin requested a motion to adjourn the meeting.

**Motion:** Betty Ann Nettleton moved to adjourn the meeting; Dr. Ted Epperly seconded; no further discussion; all in favor; motion carried.

Meeting adjourned at 3:42 p.m.

Respectfully submitted:

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Date

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Mary Egusquiza, Vice-Chair

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Russell A. Duke, Secretary